



**ALASKA DEPARTMENT OF LABOR  
& WORKFORCE DEVELOPMENT**

**Alaska Workforce Investment Board  
Policy & Planning/Assessment & Evaluation Committee  
May 16, 2007 @ 10:00 A.M.  
Teleconference Number: 1.800.315.6338 Code 2942  
Meeting Minutes FINAL**

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- **Call to Order 10:04**  Neal Foster, Chair;  Michael Black;  MJ Longley;  Dick Cattanaach;  Susan Denison;  Mayfield Evans;  John Palmatier;  Commissioner Sampson;  Tara Jollie;  Ginger Stock-McKenzie;  Scott Clark. Ex-officio:
- **Staff** Greg Cashen, Bejean Page

Six members of the committee present so we have a quorum. Chair Neal Foster said future meetings we could invite the ex-officio. Greg Cashen sent an email asking board members which committee they want to serve on and we will update the committee rosters once we hear back from everyone.

- **Approval of Agenda - Chair**

Chair Neal Foster asked if we could move old business before new business. MJ Longley approved the agenda, John Palmatier seconded it. MOTION approved.

- **Discussion Items**

Old Business—

***Regional Advisory Councils –***

We need to let the RACs know what we are looking for in terms of input and presentations from them. We need to find the previous letter that was sent to the RACs as soon as possible and reissue it to let them know we are up and running again. We need to schedule time to meet with each RAC. It was noted that we passed a resolution 06-02 to seek funding for capacity building for the RACs, there was no money allocated but we need to see if there is anything we could do to help that along. MJ Longley requested a status report on each of the RACs to see which ones are operational and indicated that we should do that before we allocate funding. Neal Foster requested that Greg forward the email he sent about the RACs. Calls need to be made to update the RACs. Spreadsheet of the RAC contacts and information handed out and emailed to committee members that are teleconferenced. Mike Black was concerned whether we need RACs and if they are duplicating efforts. Tara Jollie said that the RACs were put together to provide local economic and educational needs from each area.



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The Department and the board need to work together. RACs are very active and very effective. The policy and planning committee needs to make sure the AWIB is aligned with the Governor's workforce development vision for Alaska. The grassroots level input is really important to bring to the Governor. MJ was concerned that we need to make sure all regions are involved so it is a statewide voice.

Priority Industries – Health care needs to be on our priority industries list, in ten years we are expecting 10,000 new jobs. We need to know the salary range of jobs when we start talking about investing limited resources, filter out the low paying jobs that don't need training dollars. John Palmatier noted that we need to also take into consideration turnover and retirement in the construction industry. We also need to have sub categories within the main priority industries.

Outreach – We set funds aside for some travel into rural Alaska, it would be a good opportunity for members of AWIB to look at one-stops and meet with the RACs.

- **Action Items**

#### New Business--Strategic Directives and Top Priorities

The committee reviewed the strategic plan. Move the second section - Need to Fortify Career Guidance Methods & Resources, to the Youth Council but keep the bullet – Global best practices in career and technical education (learn money/value added). The committee needs to vote on the items so we can see what the priorities are. Tara will go through the bullets and combine the ones that can be combined, email it to the committee for voting, and then tally and distribute back out to the committee. We also need to start thinking of milestones. MJ – I see the policy and planning part of the committee but where is the assessment and evaluation part of the committee? How do we know if they are performing up to standards or how do we know the monies are being well spent? We need to think about separating these committees. The AWIB needs to ensure when monies are spent that the outcomes are met or exceeded. When we combined these two we lost the assessment and evaluations. Committee breakouts need to be brought up at our next executive meeting. Four committees is what is in statute noted MJ.

Tara Jollie said that every committee needs to keep in mind they will have a role on the gas line training white paper. Greg noted it was discussed the second day of the board meeting. It is an assignment to look at the construction paper as an example of what the Commissioner would like to see



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on the gas line training white paper. It will be a subcommittee of the Workforce Development committee.

Tara - there are questions in my mind about how we need to lay out some protocol for communication between the department and the board. Especially things we want the board to know about and/or need to enlist support from the board. Neal Foster said that general information can be emailed to the committee and for board support you might need to go directly to the executive committee to make those decisions in a timely manner. John Palmatier noted that kind of endorsement of a policy and plan should be sent directly to the executive committee and they send it out to everyone on the AWIB with a recommendation and short summary with a time constraint on it.

Tara – there is going to be activity on legislation. It starts in August or even July to visit the statues for the AWIB/STEP/TVEP and look at those as well as necessary regulations and make recommendations if they need to be reformed. The AWIB needs to be involved in this. There is also a workman’s comp legislation that is passing this session that is important to the business community. Can you email the legislative committee and get information to us to get started and move forward with that. Email to Chair Foster. Greg Cashen asked if we are going to request to the board who wants to serve on the legislative committee. MJ shows interest. Foster said to check with Andy to see if it is open or if they were appointed by him. Greg asked if anyone knows the status of Ginger Stock-McKenzie. Nobody knows so let’s ask Andy Baker.

MJ – One other thing about the meeting in Juneau is that we put aside the board orientation for new members and at some point we need to provide that training to need AWIB members either send it out or offer training at the next board meeting. We could make a cheat sheet to give to board members.

Neal Foster – Would like to have the action tracker done to keep track of activities and things that need to be done.

- **Adjournment**